OFFICE OF INFORMATION TECHNOLOGY
NOTICE OF JOB VACANCY
Oracle Database Administrator

POSTING PERIOD		POSTING #: 2016-014
FROM: February 2, 2016	TO: February 17, 2016	

POSTING OPEN TO:		LOCATION:
☐	OIT UNIT SCOPE(S):	**Office of Information Technology**
☐	STATEWIDE	**Enterprise Data Services**
☒	GENERAL PUBLIC	**200 Riverview Plaza** **Trenton, NJ 08625**

TITLE: Information Technology Specialist TITLE CODE: 53262 POSITION #935397	NUMBER OF POSITIONS: 1
SALARY RANGE: P21 $51,529.95 - $70,573.07	HOURS OF WORK: TBD

MUST HAVE THESE SKILLSETS TO BE CONSIDERED: Must be able to create and maintain database schemas in current versions of Oracle Enterprise Edition RDBMS. Ability to monitor and optimize database applications using Oracle Enterprise Manager. Must be knowledgeable of Structured Query Language. Must have excellent verbal and written communications skills and be able to communicate effectively with stakeholders at all levels to document system requirements. Must be able to work on multiple overlapping data projects and manage deadlines.

DESCRIPTION OF POSITION: The Oracle Database Administrator (ODBA) is responsible for the design and preparation of least complex database applications, both transactional and analytical, including the control and/or implementation and maintenance of highly technical database management systems using comprehensive knowledge of the database management system and operating system software. The ODBA will monitor and optimize applications to improve performance and address errors and issues. The ODBA will identify data quality issues, such as duplicate records or missing values, perform data analysis, such as conducting gap analyses between disparate source systems, and analyze data integration errors and work with data integration teams to provide solutions and improve data quality. The ODBA will analyze reporting requirements and assists Business Intelligence developers in the design and implementation of data warehouse reporting environments. The ODBA will support multiple application development and project teams and manage competing priorities.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with an Associate's degree in Computer Science or Computer/Information Technology.

EXPERIENCE: One (1) year of experience in at least one of the following areas: the design and preparation of programs for electronic data processing utilizing current operating systems, modification of systems software and multiprogramming technology; or the development, maintenance, or installation of application programs; or in performing technical support functions within a direct access device environment, or the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environment.

NOTE: Technical support functions include experience in resolution of online production and/or communications network problems, and/or code modification, testing, and debugging of program modules in an online environment, and/or space allocation and control of direct access storage devices (DASD management).

NOTE: A Bachelor's or Master's degree in Computer Science may be substituted for the one (1) year of indicated experience.

NOTE: A general Bachelor's degree from an accredited college or university may be substituted for the Associate's Degree.

SPECIAL NOTE ON SUBSTITUTING EXPERIENCE FOR EDUCATION:
Experience in the study of work methods/processes, analysis of varied types of data, design and preparation of systems/programs, operation of multiprogramming computer systems and work in the data processing support areas of input/output control or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Department of Personnel for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criterion; thus, they will not be evaluated.

FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES:

AUTHORIZATION TO WORK: U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.

FOR FOREIGN DEGREES: All non-U.S. degrees and/or transcripts from a college or university outside the U.S. must already be evaluated for accreditation and attached to your resume. Failure to comply with these requirements may result in ineligibility.

RESIDENCY REQUIREMENTS: In accordance with the New Jersey First Act, N.J.S.A. 52:14-7 (L. 2011, Chapter 70), effective September 1, 2011, all employees must reside in the State of New Jersey unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

OPEN TO THE FOLLOWING:
Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: http://info.csc.state.nj.us/TItleList/TitleSearch.aspx

IF YOU QUALIFY AND ARE INTERESTED, SEND YOUR RESUME AND A LETTER OF INTEREST WITHIN THE POSTING PERIOD:

Electronic Filing:
Applicants are encouraged to file electronically. Forward your letter of interest and resume electronically to **recruiter4@oit.nj.gov.** **Include the posting number 2016-014 in the subject line** and your email address so that we may acknowledge your response electronically.

Alternate Filing: If unable to file electronically, applicants may forward your resume and letter (including posting #2016-014) to:

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Antoinette Sargent, Manager
Office of Human Resources
P.O. Box 212
300 Riverview Plaza, 4th Floor
Trenton, New Jersey 08625

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JOB POSTING AUTHORIZED BY: _____

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Sharon Pagano
Chief of Staff

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